

2.16 PHASE DATA SPECIFICATION

Introduction

Many surveys require the ability to compare versions of the data from a statistical period as it is processed across time. For example, a monthly indicator survey may publish January numbers as an Advance publication, publish a revision of the numbers in February, and then publish a final version in March. At any point, the data can be revised. The analysts need to know the scope of these revisions and what is contributing to the differences in the published numbers over time. The Phase Data option, available from the OTHER SPECIFICATIONS button on the StEPS SURVEY SPECIFICATIONS menu, meets this requirement. This option allows users to:

- Specify which processing phases are to be retained over time
- Specify which item and control variables are to be retained
- Run the phase capture process when the specified data processing phase is complete for that stat period

NOTE: Before the Phase Data Option can be used, the Phase Data Parameter must be set to “Y” in the survey’s item data dictionary. You can do this in one of two ways: by using the Item Data Dictionary Screen or by using the New Survey Setup Screen. Instructions for accessing the Item Data Dictionary Screen and Control Data Dictionary screens from within the Phase Data Specifications module are given in section 2.16.2. To use the New Survey Setup Screen:

- Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.
- Click on SURVEY SETUP, then select “New Survey.” (The phase data parameter cannot be accessed from “New Stat Period.”)
- On the “Survey Setup – New Survey” screen click the ACCESS button by “Miscellaneous Parameters.” This will display the screen that lists the Phase Data option (#8 in the list). Click on the arrow (➤) by the Item data box to display the list of data items for the survey, select the item to save, then click on the arrow by the Phase Data option, then click on “Y” to enable Phase Data processing.

You must have PARMPRIV = ‘P’ to add, edit, or delete a parameter.

SAS: EPBU10 - V3.0 - rober031 - Phase Data Specifications

Edit Utilities HELP Exit

Disclosure Prohibited - Title 13 U.S. Code Date: 10DEC03

Survey: NSURV Stat Period: 2000A1

Enter Phase Code: ►

Phase Code	Description	Order	Relstp01	Relstp02	Last Update
ADV	INITIAL RELEASE	1	-	-	17MAY02:08:53:35
PRL	INITIAL VERSION OF EDITED DATA	2.1	Y	-	04DEC03:12:42:26
4TH	THIRD ADJUSTMENT OF BASE DATA	4	Y	Y	03DEC03:12:02:59

Top Row: 1 Total: 3

Last File Update: 04DEC03:12:47:26

Figure 2.16a Phase Data Specifications Screen

Accessing the Phase Data Specifications Screen

- Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.
- Click on the OTHER SPECIFICATIONS button from the Survey Specifications Menu.
- Then select “Phase Data Specifications” to display the screen shown as Figure 2.16a.

The top of the screen displays the survey name, the stat period, and the current date. The box labeled “Enter Phase Code” is used to add or modify phase data capture specifications (see instructions below). The main portion of the screen lists the phase data capture specifications

currently active for this survey and stat period. The columns are:

Phase Code	3-character code a user selects to specify the phase to be stored. These codes are coordinated with the TSAR series names. Valid entries include: ADV - Advanced PRL - Preliminary 1ST - First Revision 2ND - Second Revision 3RD - Third Revision 4TH - Fourth Revision PUB - Final
Description	User-created statement to more fully explain the phase code. Limit of 200 characters. This may be any descriptive text, unlike the phase code, which is predefined by StEPS.
Order	Numeric Field that specifies the order of the phase.
Relstp01	Flag that determines whether prior data is to be saved by a phase capture run and available for review.
Relstp02	Flag that determines whether prior/prior data is also to be saved by a phase capture run. and available for review.
Last Update	Date and time the phase data capture specification was last updated.

The bottom of the screen lists:

- The order number of the phase data specification found in the top row of the current screen. (This is a user-aid for surveys that have many phase data specifications. When you select “Bottom” from the UTILITIES option on the p-menu, the last specification in the listing is displayed at the top of the screen and the “Top Row” box displays the order number of that last listing.)
- The total number of phase data specifications defined for this survey and stat period.
- Date and time of the latest update to the specifications.

2.16.1 Creating/Updating a Phase Data Specification

From the Phase Data Specification screen, click on the arrow by the box labeled “Enter Phase Code.” The list of valid codes will be displayed. Click to select the phase to save.

Figure 2.16b Add/Update Phase Record Screen

After selecting the phase code, click EDIT on the pmenu, then select “Add Phase Code,” for a new record, or “Update Phase Code” to modify an existing record. The screen shown as Figure 2.16b is displayed:

Fill in (or update) the following:

Phase Label	A user-defined label to use with the StEPS code. Will be more descriptive than the phase code. Can have up to 12 characters.
Phase Description	200-character phase description to more fully explain the phase code and its use in the survey.
Order	A numeric field that specifies the order of the phase.
Relstp01	If data for the prior run of this phase capture is to be saved, enter “Y.” If this field contains “N” or is blank prior data will not be saved.
Relstp02	If prior/prior data is to be captured and saved, enter “Y.” If this field contains “N” or is blank prior data will not be saved.

2.16.2 Flagging Variables for Phase Data Capture

Users must set a flag (called PHSFLG) to “Y” for each survey variable in the item and control

data dictionaries that is to be saved during phase capture. It is recommended that users flag all important publication “BY” variables and any other weighting or sample information that is key to publication tables. If these items have not already been flagged, you can access both the item and the control data dictionary update screens from the Phase Data Specifications Screen. The procedure is:

- On the pmenu, click on GOTO.
- Then select on the data dictionary you want to update: either the Item Data Dictionary or the Control Data Dictionary.

To flag item variables for phase data capture in the Item Data Dictionary, click on Item Data Dictionary. The screen described in detail in chapter 2.1.1 will be displayed.

- Click on the arrow (➤) by the VARNME box to display the list of variables defined for the survey. Select a variable for phase data capture
- Either tab down or use the mouse to go to the PHSFLG (phase flag) box. Enter a “Y.”
- Continue for each variable to be captured in that phase.
- Use F2 or click UPDATE to save your changes.

When you use F3 or click EXIT on the Item Data Dictionary screen from within the Phase Data Capture module, you return to the Add/Update Phase Data Specification Screen.

Saving control variables is a bit more complex. StEPS will automatically save certain control variables that are critical across all surveys. These variables will not show a Y in the PHSFLG box on the Control Data Dictionary screen because StEPS uses a list and not flags to add these variables whenever a new phase data specification is created. Also, when you view the list of control variables defined for the survey, accessed by clicking the CTDICT Phase Variables button on the bottom of the screen, these standard phase data capture variables will not appear. The following table lists these control variables that are automatically saved.

Control Variables Automatically Marked for Phase Data Capture

SURVEY	Survey Identifier
STATP	Statistical Period
ID	Unique character string denoting a specific case in a survey
ALPHA	Company identifier
WGT	Weight used to calculate weighted data on the item record
SOURCE	Origin of ID status change

COVCDE	Reason for status change (delete or add)
STATUS	Status of reporting unit (active/inactive)
EFDTE	Effective date of status change
EFSTAT	Statistical period the ACTION takes place on an ID
ACTION	Code indicating latest ACTION on an ID
FORM	ID of form sent to respondent
CMPDTA	Comparable Data Flag - indicates data in a particular stat period is not comparable with either the prior or subsequent period
USRNME	ID of user who last interactively updated this case
PRGDTM	Date/time program last updated this case
PRGNME	Name of routine or program that last updated this case

If you need additional control variables, use the GOTO option on the p-menu, then click on Control Data Dictionary. The screen described in detail in chapter 2.1.2 will be displayed.

- Click on the arrow (➤) by the VARNME box to display the list of control variables defined for the survey. Select a variable for phase data capture.
- Either tab down or use the mouse to go to the PHSFLG (phase flag) box. Enter a "Y."
- Continue for each additional control variable to be captured in that phase.
- Use F2 or click UPDATE to save your changes.

When you use F3 or click EXIT on the Control Data Dictionary screen from within the Phase Data Capture module, you return to the Add/Update Phase Data Specification Screen.

When you finish flagging variables to be saved, you can verify your work by clicking on one of the two buttons at the bottom of the screen:

ITEMDICT Phase Variables Displays the Item Data Dictionary variables flagged for data capture for this phase.

CTDICT Phase Variables Displays the ADDITIONAL (non-mandatory) Control Data Dictionary variables flagged for data capture for this phase.

The phase data specifications for a given phase are valid across all stat periods. Variables do not need to be flagged for each individual period. The variables to be captured are specific to a phase and are linked to the phase specification. (See section 2.16.4.)

2.16.3 Deleting a Phase Data Specification

- Select the phase code from the arrow by the “Phase Code” data entry box.
- Press F6 or go to the EDIT option on the pmenu and select “Delete code.”

2.16.4 How the Phase Data “Prior” and “Prior/Prior” flags work

Phase data capture saves and displays data on line for up to three stat periods. (Surveys that need data for a longer period of time should contact the survey programmer or StEPS for information on archival retrieval of older data.)

Data for flagged variables are stored in two files in the DATA00 library: DATA00.IP<statp> for the item variables and DATA00.CP <statp> for the mandatory and user-flagged control variables.

The relative stat period flags (relstp01 and relstp02) are used to save phase data across survey periods. The following table illustrates the impact of various relstp01 and relstp02 flags on the data that is saved and what an analyst can view.

<i>Assume: (1) A monthly survey, (2) During each stat period phase data is captured for the initial publication of data, which the survey calls preliminary (PRL) data. Phase data capture is used to compare the variance of PRL data over time. This example assumes the phase data capture begins in January 2003 (statp 200301).</i>			
Month/Phase	Source data files	Phase data files updated	What Analyst can view online
January 2003 PRL	data00.it200301 data00.c1200301 datalib.control	data00.ip200301 data00.cp200301	January data only
February 2003 with relstp01=N	none	none	February data only
February 2003 with relstp01=Y	data01.it200301 data01.c1200301 datalib.control	data01.ip200301 data01.cp200301	February and January data
March 2003 with relstp01=Y relstp02=N	none	none	March and February data

March 2003 with relstp01=Y relstp02=Y	data02.it200301 data02.c1200301 datalib.control	data02.ip200301 data02.cp200301	March, February, and January data
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The final updates to the January phase file would be done during March processing (if relstp01=Y and relstp02=Y). The following table shows a partial item phase file for one id. Rows 1 and 2 are written during the January Preliminary, rows 3 and 4 are written during the February Preliminary, and rows 5 and 6 are written during the March Preliminary. It shows how the data changes from one phase to another or if it remains the same.

Row	Statp	Phsstp	Phscde	id	item	dataflag	eddata
1	200301	200301	PRL	00000001	ABC	R	10
2	200301	200301	PRL	00000001	XYZ	R	11
3	200301	200302	PRL	00000001	ABC	A	15
4	200301	200302	PRL	00000001	XYZ	R	11
5	200301	200303	PRL	00000001	ABC	A	15
6	200301	200303	PRL	00000001	XYZ	A	12

In addition to the standard phase data capture options shown in the table above, customized displays can be created to meet the needs of individual surveys. The survey manager should work with the survey programming team to develop customized displays.

2.16.5 Running Phase Data Capture

Phase data capture cannot take place until the standard StEPS processing for a phase is complete. When the data processing finishes for a specific stat period cycle, phase data capture can take place in one of two ways:

- A phase capture program can run automatically at specific points in the processing cycle. To do this, the survey manager works with the survey programmer to create the appropriate batch processing programs.
- A user with PARMPRIV = "P" and MGMTPRIV = "P" can run the phase capture program manually from the RUN PROCESSES SCREEN:
 - From the StEPS Main Menu, click RUN PROCESSES.
 - Then click OTHER PROCESSES and select "Phase Capture."

The following screen will appear:

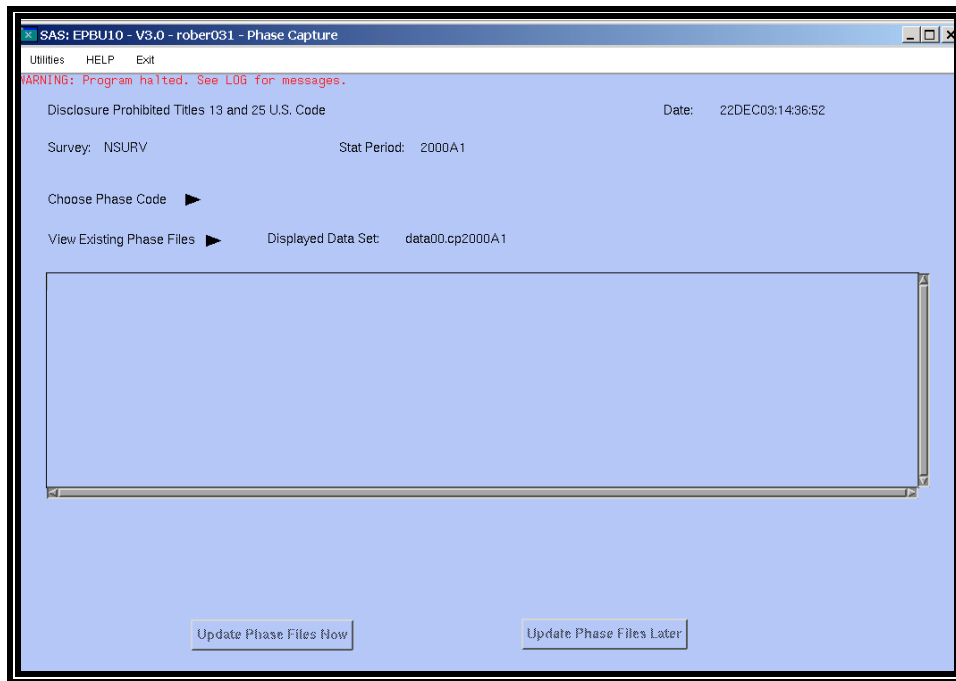


Figure 2.16.3 Run Phase Data Capture Screen

When the phase data capture has run successfully, this screen will display a listing of the results of the run in the box in the center.

2.16.6 Viewing Captured Phase Data

Data saved by the phase data capture program can be viewed from the “ID by Item” screen in the REVIEW AND CORRECTION module. There are multiple ways to access this screen from the StEPS Main Menu:

- Click REVIEW AND CORRECTION.
- Select option 2 - “Review and Correction via Data Set Browse.”
- From the Data Set Browse screen click the arrow by the box labeled “Specify Default Screen to Access.” Select “ID by Item”

Or, if you are already working the the REVIEW AND CORRECTION module, use the GOTO option on the REVIEW and CORRECTION Main Menu or press CONTROL + I to display the

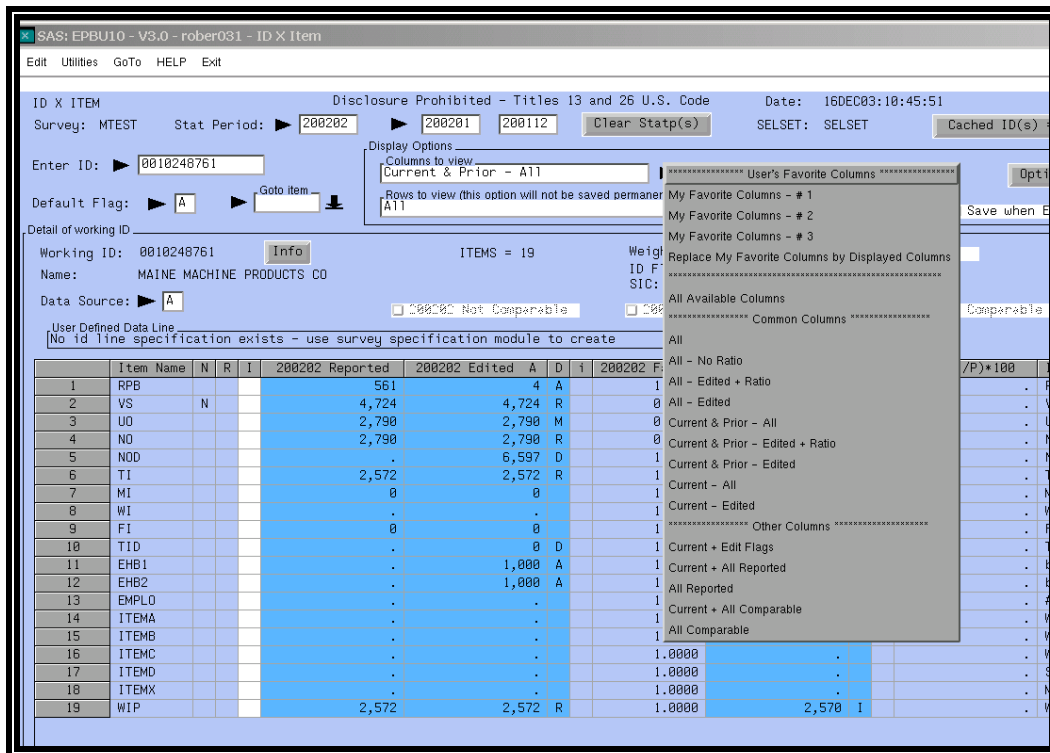


Figure 2.16.4 - ID by Option Screen - Menu from “Favorites” shows if phase data available.

“ID by Item” screen

The screen shown as 2.16.4 appears. At the top is an arrow that displays a list of options for customizing your view of the data. If any phase data is available, the following options will be available: “Current & Prior - All,” “Current & Prior - Edited & Ratio,” and “Current & Prior - Edited.”

To see a history for an item, click on the Item Number in the ID. The following list of options will appear:

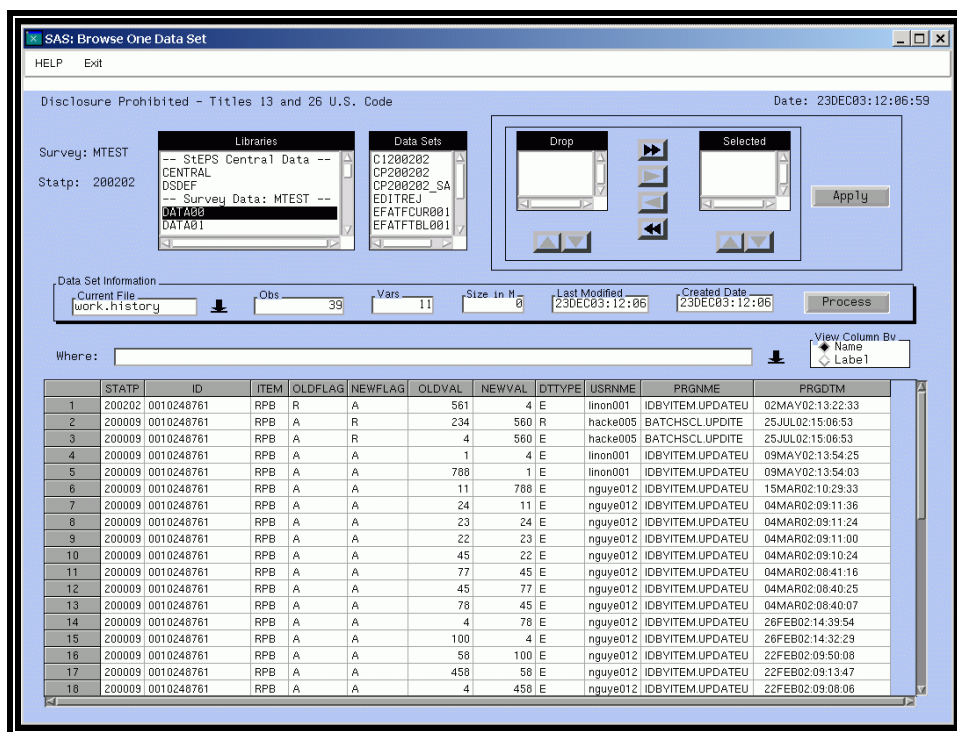


Figure 2.16.6 - History of a data item

When you click on Item History, all phase data available for that item will be displayed (Figure 2.16.6). If no phase data exists, you will receive a message telling you that phase data is

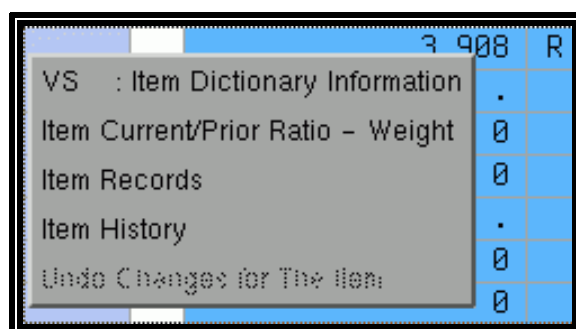


Figure 2.16.5 - Phase Data History Options

unavailable.

This is the standard display option. For custom options, contact the survey programmers

P-Menus

Pmenu for Phase Data Specifications screen:

P-Menu	Options	Function
EDIT	Add phase code Delete phase code (F6) Update update phase code (F2)	Displays Add/ Update Phase Record screen Deletes phase record Displays Add/ Update Phase Record screen
UTILITIES	Next page (PgDwn) Previous Page (PgUp) Top Bottom Print	Goes to next page of file listing Goes to previous page of file listing Goes to first line in file listing Goes to last line in file listing Sends file listing to printer
HELP	WhoamI (F7)	Display user default and systems information.
EXIT	StEPS Main Menu (Home) Exit (F3)	Return to StEPS Main Menu. Exit to previous screen.